



## **Board of Certified Reporters**

Arizona State Courts Building  
1501 West Washington Street, Phoenix, Arizona 85007  
Hearing Room 109

**February 10, 2015**  
**1:00 P.M.**

### **Approved Regular Meeting Minutes**

#### **MEMBER ATTENDANCE:**

##### **Present:**

Melissa Gonsalves

##### **Telephonically Present:**

G. Allen Sonntag

Terri Faust

J. Tyrrell Taber

Patricia Seguin

##### **Absent:**

Hon. Peter Swann

Hon. Edward Bassett

Kathleen Montalvo

#### **OTHER ATTENDEES:**

##### **AOC Staff:**

Mark Wilson

Michelle Martinez

Kimberly Siddall

Debbie MacDougall

Anne Hunter

Wendy Reiter

Hal White

Arnita Oliver

##### **Guests:**

Toni Gehm

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## CALL TO ORDER

*Called to Order By:*

**G. Allen Sonntag, Chair**

*Time:*

1:07 P.M.

NOTE: G. Allen Sonntag requests that Melissa Gonsalves chair today's meeting.

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### **1) REVIEW AND APPROVAL OF MINUTES:**

***1-A: Review and approval of regular session minutes for the meeting for the meeting of December 9, 2014.***

***Individual Addressing the Board:*** Melissa Gonsalves

***Discussion:*** Tyrrell Taber states that he believes that he attended the December 9<sup>th</sup> meeting in person, not telephonically as stated in the minutes and requests staff verify and correct if necessary. Additionally, request to correct a formatting issue on page 5.

***Motion:*** Move to approve the regular session minutes with said correction to attendance, if necessary, and correction to formatting.

***Motion Proposals:*** First J. Tyrrell Taber  
Second G. Allen Sonntag

***Motion Results:*** Pass

**NOTE: After the conclusion of this meeting, Staff conducted a review of the recording and sign in-sheet from the December 9, 2014 meeting which confirm Mr. Taber appeared telephonically as stated in the approved meeting minutes.**

***1-B: Review and approval of executive session minutes for the meeting for the meeting of December 9, 2014.***

***Individual Addressing the Board:*** Melissa Gonsalves

***Discussion:*** None

***Motion:*** Move to approve the executive session minutes.

***Motion Proposals:*** First Melissa Gonsalves  
Second J. Tyrrell Taber

***Motion Results:*** Pass

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**2) PENDING COMPLAINTS:**

**2-A: *Update regarding the status of pending complaints***

**Individual Addressing the Board:** Debbie MacDougall

**Discussion:** There are two open complaints which will be presented at next meeting.

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**3) INITIAL CERTIFICATION AND ELIGIBILITY**

**3-A: *Review, discussion, and possible actions regarding pending applications for initial certification:***

1. Rosanne Huebener
2. Claudine Kelly
3. Carrie Hewerdine

**Individual Addressing the Board:** Kimberly Siddall

**Discussion:** It is recommended that the Board grant initial certification to the following applicants:

1. Rosanne Huebener
2. Claudine Kelly

**Motion:** Move to accept staff recommendation.

**Motion Proposals:** First J. Tyrrell Taber  
Second G. Allen Sonntag

**Motion Results:** Pass

**Individual Addressing the Board:** Wendy Reiter

**Discussion:** It is recommended that the Board grant initial certification to the following applicant and include language in the letter of notification of certification that addresses the failure to disclose and cautions against a repeated failure to disclose in the future to the following applicant:

3. Carrie Hewerdine

*The Board has concluded its review of your application and determined you have satisfied the minimum eligibility requirements for certification. Although the Board is granting you certification, the Board members have concerns regarding your failure to disclose your termination from employment and bankruptcy filing. Lack of diligence is not a quality embraced by the Board of Certified Reporters or your colleagues in the profession, and may jeopardize your success. The Board and the Division place the highest priority on honesty and candor. Your failure to disclose information on future applications may result in denial of your renewal of certification or disciplinary action.*

**Motion:** Move to accept staff recommendation.

**Motion Proposals:** First G. Allen Sonntag  
Second Patricia Seguin

**Motion Results:** Pass

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#### **4) RENEWAL CERTIFICATION APPLICATIONS**

##### **4-A: Review, discussion and possible action regarding pending applications for renewal of certification:**

1. Patricia Yerkes
2. Laura McDole

**Individual Addressing the Board:** Kimberly Siddall

**Discussion:** It is recommended that the Board grant renewal of certification to the following applicant:

1. Patricia Yerkes

**Motion:** Move to accept staff's recommendation.

**Motion Proposals:** First J. Tyrrell Taber  
Second Melissa Gonsalves

**Motion Results:** Pass

**Discussion:** 2. Laura McDole

Staff's recommendation is to deny renewal of certification pursuant to ACJA § 7-201(E)(2)(c)(2)(b)(xiv) *has made a false or misleading oral or written statement to division staff or the*

*board; for providing three different explanations regarding the civil action and pursuant to ACJA § 7-201(E)(2)(c)(2)(b)(xv) failed to disclose information on the certification application subsequently revealed through the background check; for failure to disclose the civil action and her unwillingness to come in address the board on issues and disclose any information the board would want to ask her about.*

**Motion:** Move to accept staff's recommendation.

**Motion Proposals:** First G. Allen Sonntag

Second Patricia Sequin

**Motion Results:** Pass

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## 5) CERTIFICATION AND ELIGIBILITY:

### **5-A: Review, discussion, and possible action regarding Voluntary Surrender request received from certified reporter Lynn A. Bolen.**

**Individual Addressing the Board:** Kimberly Siddall

**Discussion:** Division records confirm there are no pending complaints involving Ms. Bolen; therefore, staff recommends the Board accept the voluntary surrender.

**Motion:** Move to accept staff's recommendation.

**Motion Proposals:** First J. Tyrrell Taber

Second Terri Faust

**Motion Results:** Pass

### **5-B: Review, discussion, and possible action regarding request for extension of continuing education (CE) requirement for certificate holder Lisa Vitoff.**

**Individual Addressing the Board:** Kimberly Siddall

**Discussion:** Given the Board's determination in the past with respect to renewal and providing continuing education outside the timeframe, it is recommended the Board accept her late continuing education for the 2016-2018 renewal period.

**Motion:** Move to accept staff's recommendation.

**Motion Proposals:** First Melissa Gonsalves

*Motion Results:*      Second      Patricia Seguin  
                                 Pass

**6)      ADMINISTRATIVE ISSUES:**

**6-A:**    *Update regarding complaints processed by diversion pursuant to Administrative Order 2012-83.*

*Individual Addressing the Board:*      Debbie MacDougall

*Discussion:*                      There are no complaints to report to the Board at this time that have been processed by diversion.

**6-B:**    *Nomination and election of the 2015 Board of Certified Reporters' vice chair.*

*Individual Addressing the Board:*      Debbie MacDougall

*Discussion:*                      Melissa Gonsalves volunteers to serve as vice chair.

*Motion:*                          Move to accept Melissa Gonsalves as the 2015 Board of Certified Reporters' vice chair.

*Motion Proposals:*    First                      Melissa Gonsalves  
                                 Second                  J. Tyrrell Taber

*Motion Results:*      Pass

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**CALL TO THE PUBLIC**

*Individuals Addressing the Board:*    Toni Gehm

Ms. Gehm addresses the Board and requests reinstatement of her license without passing the RPR test.  
The Board questions whether they have the authority to consider Ms. Gehm's request.

*Motion:*                          Move to defer the discussion to the next meeting.

*Motion Proposals:*    First                      J. Tyrrell Taber  
                                 Second                  Patricia Seguin

*Motion Results:*      Pass

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**ADJOURNMENT**

***Motion:*** Move to adjourn.

***Motion Proposals:*** First J. Tyrrell Taber

***Time:*** ***1:42 P.M.***

Initials: AO